SECTIONS I AND II OF CPS POLICY ARE IDENTICAL TO CABE; SECTION III IS IN ADDITION. A LEGAL REFERENCE UPDATE IS INCLUDED.

4115.3P

PERSONNEL - CERTIFIED

ATHLETIC COACHES

It is the policy of the Colchester Board of Education that an athletic coach employed by the Board shall:

1. adhere to all Board of Education, state and Connecticut Interscholastic Athletic Conference (CIAC) Board policies, rules and regulations;

2. conduct himself or herself in a professional manner;

3. serve as a role model for students; and

4. demonstrate competence and proficiency in his or her role as an athletic coach of a particular sport defined in the job description.

For purposes of this policy, the term "athletic coach" means any person holding a coaching permit who is hired by a local or regional board of education to act as a coach for a sport season. This term "coach" under this policy shall include all coaches who have direct responsibility for one or more teams including head coaches, assistant coaches and volunteer coaches who serve as coach to a team (*e.g.*, JV).

I. Evaluations

Pursuant to state law, there shall be an annual evaluation of all athletic coaches, to be conducted by the coach's immediate supervisor. Each coach shall receive a written copy of the evaluation.

The purposes of evaluation are:

1. To provide a systematic process whereby coaches may increase the effectiveness of their services to the athletic program utilizing the available professional resources.

2. To provide an opportunity for coaches to analyze their strengths and weaknesses, and to discuss objectively the contributions they have made to the athletic program.

3. To provide an opportunity to analyze the strengths and weaknesses of individual coaches, and to utilize this knowledge to develop supervisory service to assist individuals in developing their competence.

4. To provide an effective means by which administrators may make recommendations concerning the continued employment of personnel, and/or other recommendations to the Board of Education.

It is the responsibility of all administrators, coaches and other professional staff members to recognize that the district schools intend to seek and maintain the best qualified staff to provide quality coaching for student athletes. In keeping with this goal, all coaching personnel are expected to participate fully in the appraisal process.

An integral part of this process is self-appraisal. The self and administrative appraisals include: knowledge of sports area, coaching skills and techniques, attitudes, behavior patterns, values and ethics.

II. Employment of an Athletic Coach

It is the responsibility of school administrators and athletic directors to recognize that the Colchester Board of Education athletic coaches serve at the discretion of the Superintendent, and their employment in their specific coaching positions (*e.g.*, basketball, golf) may be non-renewed or terminated at any time except as follows.

If the athletic coach has served in the same coaching position for *three or more consecutive school years*, the following procedures shall apply. The Superintendent may non-renew the employment of any such athletic coach by providing written notification of that action within ninety (90) calendar days of the end of the season. The Superintendent may terminate the employment of any such athletic coach at any time for 1) for reasons of moral misconduct, insubordination, failure to comply with the Board's CIAC policies, rules and regulations; or 2) because the sport has been canceled. If a decision to terminate a coach's employment is made during the athletic season, the Superintendent shall remove the coach from duty during the pendency of any hearing conducted pursuant to this policy.

Any coach that has held the same coaching position for three or more years, for which the Board terminates or non-renews the contract shall be informed of the Board's decision within ninety (90) days of the completion of the sport season covered by the contract. The coach may request a written statement from the Board specifying the reason(s) for the Board's action. The statement shall be provided within thirty (30) days of the request. The decision to terminate or

non-renew the coach's contract may be appealed by the coach in a manner prescribed by the Board.

The Superintendent of Schools may terminate the contract of any coach at any time for reasons of moral misconduct, insubordination or a violation of the rules of the Board or because a sport has been cancelled by the Board.

III. Hearing Procedures

An athletic coach who has served in the same coaching position for *three or more consecutive years* may appeal any such non-renewal or termination decision (except if such decision was due to cancellation of the sport) to the Board of Education in accordance with the following procedures:

A. The athletic coach must file a written appeal with the Board within ten (10) calendar days of the Superintendent's written notification of non-renewal or termination. Such appeal shall set forth the basis on which the athletic coach seeks review of that decision, and a copy of said appeal shall be sent to the Superintendent. Failure to submit a timely written appeal shall constitute a waiver of said appeal opportunity**.**

B. Within a reasonable period of time of its receipt of a written appeal of the Superintendent's decision, the Board or a committee of the Board as designated by the Chairperson shall conduct a hearing to consider such appeal. Reasonable notice of the time and place for such hearing shall be issued to the athletic coach prior to the commencement of the hearing.

C. At the hearing, the athletic coach shall have an opportunity to present facts and evidence in support of renewal and/or reinstatement, and the Superintendent shall have the opportunity (but shall not be obligated) to present facts and evidence in support of the decision of non-renewal and/or termination. For good cause shown, the athletic coach may call a limited number of witnesses to testify if there is a clear need for witnesses to present factual information (rather than simply expressing an opinion on the skill or competence of the athletic coach). In any event, cumulative or redundant testimony shall not be allowed.

D. The decision of non-renewal or termination shall be affirmed unless the Board determines that the decision is arbitrary and capricious. The coach shall bear the burden of proof on this point.

E. Within a reasonable period of time following the hearing, the Board shall determine whether the Superintendent acted in an arbitrary and capricious manner in making his/her decision not to renew and/or to terminate, and shall provide a written decision to the coach. The decision of the Board shall be final.

~~Legal References: CT General Statutes~~

~~10-151b Evaluation by superintendent of certain educational personnel~~
~~10-220a In-service training~~
~~10-222e Policy on evaluation and termination of athletic coaches~~
~~Public Act 04-243~~

Legal Reference: Connecticut General Statutes

10-149 Qualifications for coaches of intramural and interscholastic athletic coaches (as amended by P.A. 13-41)

10-151b Evaluation by superintendent of certain educational personnel

10-220a In-service training

10-222e Policy on evaluation and termination of athletic coaches (as amended by P.A. 13-41)

P.A. 13-41 An Act Concerning Hiring Standards for Athletic Directors

P.A. 02-243 An Act Concerning Notification in Cases of Termination of Coaches

Policy adopted: April 13, 2011
Policy revised: May 11, 2021

COLCHESTER PUBLIC SCHOOLS
Colchester, Connecticut